

Job Opportunity

May 4, 2007

With CDA
it's not just
another job
it's a career!

**DUTY STATEMENT
CLICK HERE!**

Please refer to
CDA8 #0607-720-005
on your application.

**Applications will be
accepted until FILLED.**

**All applications will be
screened and only the
most qualified will be
interviewed**

E-mail your application
and resume to:
careers@aging.ca.gov
or
for more information go
online to:
**[http://www.aging.ca.gov/
html/jobs/
career_opportunities.html](http://www.aging.ca.gov/html/jobs/career_opportunities.html)**
or
mail your information to the
address below:

**CALIFORNIA DEPARTMENT
OF AGING
HUMAN RESOURCES**

1300 National Drive,
Ste 200
Sacramento, CA 95834

TDD 1-800-735-2929

TEL (916) 419-7525

FAX (916) 928-2269



**APPLY NOW
CLICK HERE!**

Associate Governmental Program Analyst

Permanent Full-Time Position

Salary: \$4,255.00 - \$5,172.00

Make a difference! Join the CDA Team working with programs that serve older Californians, family caregivers and adults with disabilities.

The Multipurpose Senior Services Program Branch oversees a comprehensive case management program to assist frail elderly persons to remain at home under a federal Medicaid Home-and Community-Based Services Waiver.

PROGRAM: Under the general supervision of the Multipurpose Senior Services Program (MSSP) Branch Chief (SSM II) and operational direction from the MSSP Operations Manager (SSM I), the Associate Governmental Program Analyst (AGPA) performs a variety of functions intended to carry out the mission of the California Department of Aging and to provide leadership to the MSSP sites.

DUTIES INCLUDE BUT ARE NOT LIMITED TO:

- Make complex data and information accessible and usable to MSSP sites, customers and stakeholders.
- Provide oversight of the annual process of closeout, reconciliation of data, and work with DHS in the development of the CMS 372 cost effectiveness report for the MSSP.
- Participate in improving and expanding communication with the aging network through an organized, coordinated process, technical assistance, or information technology to support the delivery of local services.
- Develop databases to provide overall analyses of program-related data such as assessment and utilization review data for use by management and staff in monitoring activities and developing policies.
- Deliver training on MSSP subjects which includes providing cross training to members of the team.
- Moderate travel as necessary up to 20%.

WHO MAY APPLY:

Applicants currently at the Associate Governmental Program Analyst level or who have eligibility for appointment or transfer to this classification. Appointment is subject to SROA and State surplus policies.

Location: Sacramento—Natomas Area. FREE PARKING!

The California Department of Aging is committed to providing equal opportunity to all regardless of race, color, creed, national origins, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.

